

**MINUTES OF THE
CONNECTICUT AIRPORT AUTHORITY
FINANCE & OPERATIONS COMMITTEE
MONDAY, NOVEMBER 27, 2017, 11:00 AM
BRADLEY INTERNATIONAL AIRPORT – ADMINISTRATION CONFERENCE ROOM
WINDSOR LOCKS, CONNECTICUT**

MEMBERS PRESENT:

Brett Browchuk, Committee Chair
Comr. Catherine Smith
Mary Ellen Jones
Peter McAlpine (Treasurer Nappier's Designee)

STAFF PRESENT:

Kevin A. Dillon, A.A.E.
Michael Shea
Alex Peterson

OTHER BOARD MEMBERS PRESENT:

Cheryl Malerba (Comr. Redeker's Designee)
Matthew Kelly

INVITED GUEST:

Ken Cushine, Frasca & Assoc.

1. Call to Order:

Chair Browchuk called the meeting to order at 11:04 AM and noted a quorum.

2. Approval of Minutes:

(a) October 16, 2017 Finance and Operations Committee Meeting.

Comr. Smith made a motion (Seconded: Mr. McAlpine) to approve the minutes from the October 16, 2017 Finance and Operations Committee Meeting. **Voice Vote – motion passed unanimously.**

3. Discussion Item:

(a) Discussion of Monthly Financial Statements.

Mr. Shea reported on Bradley financials, making budget vs. actual comparisons for key line items. General discussion ensued regarding enplanements and concessions revenue.

Mr. Shea also briefed the committee on GA airport system financials, making budget vs. actual comparisons for key line items. General discussion ensued regarding state aviation fuel tax revenues and the enterprise fund reserve balance.

4. Executive Session:

Mr. McAlpine made a motion (Seconded: Comr. Smith) to go into Executive Session at 11:20 AM for the purposes of discussing the item listed below. **Voice vote – motion passed unanimously with Mr. Kelly recusing himself.** Mr. Kelly left the meeting at this time and did not return. Mr. Dillon asked Mr. Shea and Mr. Peterson to remain.

(a) Discussion of Response to RFI No. 2017-001, Airport Management, Operation and Development – General Aviation Airport System (AvPORTS).

The Committee came out of Executive Session at 12:02 PM.

5. Action Items:

(a) Consideration of and Action Upon the Management, Operation, and Development of the CAA General Aviation Airport System.

Chair Browchuk reported that the Committee would defer action on Action Item (a) until a later meeting, and that the Committee directed staff to investigate other hybrid solutions in the interim.

(b) Consideration of and Action Upon Financing Mechanisms for the Construction of a Ground Transportation Center at Bradley International Airport.

Mr. Shea reported on potential financing mechanisms for the upcoming ground transportation center project at Bradley International Airport. Discussion ensued regarding CFC rate projections, control over facility operations, contingent rent, and levels of risk under both scenarios. Mr. Cushine provided further information about public-private partnerships at other airports. Committee members expressed a desire to focus on public financing options at this time.

6. Adjournment:

Comr. Smith made a motion (Seconded: Ms. Jones) to adjourn the Committee meeting at 12:25 PM.
Voice vote – motion passed unanimously.